T&E AGENDA: 09/05/19
ITEM: c(1)

CITY OF SAN JOSE
CAPITAL OF SILICON VALLEY

Memorandum

TO: TRANSPORTATION AND ENVIRONMENT COMMITTEE

FROM: John Aitken
Director of Aviation

SUBJECT: **AIRPORT COMMISSION FY 2019-20 WORKPLAN AND FY 2018-19 ANNUAL REPORT**

DATE: August 21, 2019

Approved

Date 8-29-19

RECOMMENDATION

Approve the Airport Commission 2018-2019 Annual Report and 2019-2020Workplan

OUTCOME

The Airport Commission will have direction from Council on items to cover in their meetings for FY2020.

BACKKGROUNF

San Jose Municipal Code Section 2.08.030.C and Council Policy 0-4, Consolidated Policy Governing Boards and Commissions require each board and commission subject to Section 2.08 to submit their annual workplan of activities to be undertaken to the designated Council Committee each fiscal year. The Transportation and Environment Committee is the designated Council Committee for the Airport Commission Workplan.

ANALYSIS

Staff's Recommended Commission Workplan for FY 2019-20

Staff recommends the approval of the Airport Commission's workplan for FY 19-20 as contained in Attachment A, which was approved by the Commission at their May 13, 2019 meeting. This workplan covers 19 work areas for the Commission which spans items from

capital projects, land use, and concessions to air service development, airline leases, and airline rates and charges.

Workplan in Alignment with Airport's Strategic Plan

In 2016, the Airport produced a Strategic Plan to identify key priorities for the Airport. Our Mission describes our core purpose: "To connect, serve, and inspire." Our Vision defines what we aspire to achieve over the next ten years: "To transform how Silicon Valley travels." Our four strategic goals define our key priorities and are:

1. Drive growth
2. Innovate
3. Fund the future
4. Reinvent the organization

These priorities are linked to the Commission's Workplan with the objective of ensuring the Commission's work is focused on items that are in alignment with policy and priority areas identified by the Airport and approved by the City Council.

Staff believes the Commission Workplan:

1. Focuses on items that are priorities for staff, helps further the Commission's understanding of Airport operations and priorities, and assists the Commission in carrying out its advisory responsibilities; and

2. Makes appropriate and efficient use of available staff resources.

Noise Concerns

As a result of the re-structuring of the City's boards and commissions in FY 12-13, the Commission has the responsibility to hear Airport noise-related issues. Accordingly, each year the Workplan contains a standing quarterly agenda item to report out on curfew intrusions and violations and to hear public comments/concerns on noise issues.

During the previous workplan, the Airport Commission recommended the creation of the Ad Hoc Advisory Committee on South Flow Arrivals. This Committee met from January 2018 to April 2018 to create a final report with a list of potential mitigation suggestions for the FAA. The Ad Hoc Committee has been disbanded as it was a temporary body and has concluded their work.

In May 2019, the FAA issued their response to the Ad Hoc Committee's report. The Ad Hoc Committee's final report and the FAA response are available on the Airport website at: https://www.flysanjose.com/Ad_Hoc_Meetings.

Other Items

The Commission continues to be the body to hear and adjudicate curfew and ground transportation violation appeals, as required. This will continue to be standing items in the FY 19-20 Workplan.

The Airport Commission voted to add the future of Reid-Hillview Airport to the workplan as an action item. Staff feel it is premature for the City of San Jose Airport Commission to take action on something that is jurisdictionally a County item, currently undefined, and still in the study phase at the county level. Staff do not object to adding this item for discussion as included in the attached workplan to give the Commission time to investigate and explore this item. Indeed, the County is already inviting the City of San José to engage with it on a joint planning endeavor over the next 2 years to explore alternative uses for the Reid-Hillview/Eastridge area as a whole. Given the jurisdictional components and uncertainty around this item, staff are hesitant at this time to add this as an action item to the workplan.

Finally, staff remains committed to amending the Workplan, as circumstances require, to bring forward to the Commission for review and action any additional issues or items that may emerge during the year. For these reasons, staff recommends approval of the proposed FY 19-20 Commission Workplan (Attachment A).

Submission of the Annual Report

Staff also reviewed the FY 18-19 Annual Report (Attachment B) with the Commission at the same meeting. Items without action are items of current staff focus that Airport senior staff believes can assist the Commission in further understanding Airport operations and priorities and how those operations and priorities relate to each other – knowledge that is useful for understanding the operations of the Airport. Some of these items in the Annual Report include:

1. *Southeast Area Study* – a briefing on plans to upgrade the southeast area of the Airport.

2. *Airport capital projects* – a briefing on the status of current Airport capital projects.

3. *Airport marketing plan* – a briefing on the Airport's marketing plan to attract more passengers.

4. *Runway Incursion Mitigation* – a briefing on an FAA study of the runway configuration.

5. *Airline Leasing Agreement and Airline Rates and Charges* – a briefing on the Airline leases, Airport budget, and airline rates and charges.

6. *Concession Update* – a briefing on changes and updates to the Airport concession program.

However, not all the items were without action. The Annual Report contained several items requiring Commission comments and votes on items related to their workplan, including major policy issues or infrastructure development, such as:

1. *One-Engine Inoperative Procedures* – Held two special Commission meetings to discuss and vote on recommendations to the City Council regarding one-engine inoperative options. The Commission deliberated on this topic and provided a formal recommendation to the San José City Council.

2. *Noise Concerns* – After a briefing on the final report from the Ad Hoc Advisory Committee on South Flow Arrivals, the Commission voted to formally endorse the proposed Council position to defer consideration of joining the Santa Clara /Santa Cruz Noise Roundtable.

3. *Hearings* – Held a hearing on the appeal of an Administration Citation to an airline. The Commission affirmed the citation.

In addition, the Commission received regular updates on the Airport's efforts to: 1) monitor legislative issues that impact the Airport and 2) address community noise concerns and noise complaints.

Staff recommends the approval of the Airport Commission Annual Report for FY 18-19 as contained in Attachment B.

/s/
JOHN AITKEN
Director of Aviation

Please direct questions to Matthew Kazmierczak, Manager of Policy and Strategy at 408-392-3640.

Attachment A: Proposed FY 19-20 Airport Commission Workplan
Attachment B: FY 18-19 Annual Report